

## ASCE Wisconsin Section Board of Directors Meeting Minutes

Date	Event - Location	Start Time	End Time
September 17, 2020	Board Meeting – before Annual Meeting – <b>Virtual</b>	3:00 PM	5:00 PM
Next Meeting	Location	Start Time	Est. End Time
November 18, 2020	Board Meeting – Northwest Branch	3:00	5:00 PM

Dial-In Meeting Information			
<a href="https://us02web.zoom.us/j/83917581213?pwd=K2tkQ2dFak5NWVdyR1BwaUQvM2lyUT09">https://us02web.zoom.us/j/83917581213?pwd=K2tkQ2dFak5NWVdyR1BwaUQvM2lyUT09</a> Phone Access: 312-626-6799 Meeting ID: 839 1758 1213 Password: 454545 One tap mobile: +13126266799,,83917581213#,,,,,0#,,454545#			
Officers			
X	Ken Mika (President)	X	Jennifer Schaff (Secretary)
X	Larry Buechel (President-Elect)	X	Martin Hanson (Treasurer)
		X	Jared Wendt (Past President)
Directors at Large			
X	Gary Amel	X	Danny Xiao
X	Andrew Walters	X	Tom Walther
Branch Directors			
	Corona Woychik (NW)		Ryan Trzinski (FRV)
X	Ann Thielmann (SW)	X	Kyle Bareither (SE)
Standing Committee Chairs			
	Darrell Berry (Awards)		Carl Sutter (Budget and Finance)
	(Diversity)		(History and Heritage)
X	Jared Wendt (Panel of Directors-at-Large)	X	Jennifer Schaff (Membership)
X	Larry Buechel (Newsletter)	X	Jared Wendt (Nominations)
X	Larry Buechel (Yearbook)	X	Gregory Schroeder (Public Affairs)
Technical Committee/Institute Chapter Chairs			
	Brian Udovich (Construction Institute Chapter)		Laura Gerold/Mark Augustine (Environmental and Water Resources Institute Chapter)
	Emil Bautista (Geo-Institute Chapter)		Harry Farchmin (Management Committee)
	Robert Schumacher (Structures Committee)		Ken Swanson (Transportation and Development Institute Chapter)
Conference Committee Chairs			
	Terry Armstrong / Kelly Greuel (2019 Annual Meeting)		2020 Spring Technical Conference (Matt Dahlem)
	2020 Annual Meeting (Nick Bobinski/Tony Castle)		2021 Spring Technical Conference (Matt Dahlem)
Others			
X	Ken Mika (Region 3 Governor)		Carl Sutter (Region 3 Director)
	Jess Thayer (Engineers Without Borders)	X	Ken Mika / Jennifer Schaff (Report Card Committee Co- Chairs)
X	Jill Miller (Impact AMC)		

1. Welcome (Ken Mika)

**Ken Mika called the meeting to order at 3:02 p.m. Ken moved to remove previous item 2a. - Approval of Agenda from the consent agenda as the agenda needs to be modified. Jennifer seconded the motion. All in favor, none opposed; motion passed unanimously.**

**Jared Wendt moved to approve the updated agenda with the addition of 5b. Robbie Sivak Memorial Scholarship Opportunity. Martin Hanson seconded the motion. All in favor, none opposed; motion passed unanimously.**

2. Consent Agenda (Ken Mika)

- a. Approve July 2020 Meeting Minutes and July 2020 Special Meeting Minutes (Jennifer Schaff)
- b. Revised 2020-2021 Budget (Martin Hanson) – **Attachment 1**
- c. Approve Financial Statement (Martin Hanson) – **Attachment 2**
- d. MSOE Student Chapter: Faculty Advisor Change to Fran Mahuta – **Attachment 3**
- e. Marquette University Student Chapter: Faculty Advisor Change to Jaime Hernandez – **Attachment 4**
- f. Secretary's Report (Jennifer Schaff)
- g. Treasurer's Report (Martin Hanson)
- h. President's Report (Ken Mika)
- i. President Elect's Report (Larry Buechel) – **Attachment 5**
- j. Region 3 Governor's Report (Ken Mika)
- k. Region 3 Director's Report (Carl Sutter)

3. Consent Agenda Items Requiring Individual Votes

4. Old Business

- a. Admin Manual, Bylaws, and Constitution Revisions (Ken Mika) – **Standalone Attachment**  
**Tom Walther moved to approve the revised documents provided. Ann Thielmann seconded the motion. All in favor, none opposed; motion passed unanimously.**  
**Larry Buechel will send the Bylaws and Constitution to the Governing Documents Committee.**
- b. 2020 – 2021 Proposed ASCE Wisconsin Section Events Calendar – **Attachment 6**  
**Larry Buechel provided the proposed Section Events calendar for the coming year. Meeting will continue virtually for the time being.**
- c. Follow-up on Wisconsin initiative for climate change impacts infrastructure working group (Tom Walther)  
**Tom Walther relayed that the article provided in the August newsletter summarizes the most recent events.**
- d. Report Card Committee (Jennifer Schaff/Ken Mika)  
**Jennifer Schaff stated that the Wisconsin Infrastructure Report Card was released on Tuesday (9/15). The release was successful, and media outlets continue to cover results. For next steps, the Planning Committee will examine what future advocacy might look like for the coming year. Any interested parties are welcome to contact Jennifer Schaff or Ken Mika.**
- e. University of Wisconsin – Madison 2020 Great Lakes Student Competition and National Concrete Canoe Competition – Wisconsin Section Sponsorship Opportunity (Ken Mika)  
**Martin Hanson confirmed that the sponsorship refund check has been received.**
- f. Approve establishment of an ASCE Architectural Engineering (AE) Technical Committee or AE Institute Chapter in the Wisconsin Section (Larry Buechel) – **Attachment 7**  
**Larry Buechel requested Board approval for the establishment of an ASCE Architectural Engineering (AE) Technical Committee. Martin Hanson clarified that there are no financial**

implications to the Section, and Larry Buechel confirmed that they would only be eligible for funding for special requests.

Larry Buechel moved to accept the proposal for formal establishment of an AE technical committee within the Section. Jennifer seconded the motion. All in favor, none opposed; motion passed unanimously. Larry Buechel will move forward with the next steps in formation.

- g. ASCE Wisconsin Section's 2023 Centennial Year (Ken Mika)
- h. ASCE Records Retention Policy (Larry Buechel)

Larry Buechel spoke with Amy Cary from Marquette University's Raynor Library, and she relayed that the Section's archived files are now part of their library resources. So, the Section simply gathering boxes to scan information is not an option at this time, and they are not taking in-person appointments due to COVID restrictions. For the time, there is no immediate action the Section can take.

Archive Link: <https://www.marquette.edu/library/archives/Mss/ASCE-WI/ASCEsc.php>

Ken Mika suggested moving this project under the responsibilities of the Centennial Year Committee, as a source of Section historical information.

#### 5. New Business

- a. Report Card – Canned PowerPoint Presentation created by Platform Communication for Members (Martin Hanson)

Platform Communications will be providing a PowerPoint presentation that includes detailed speaker notes so that any ASCE member will have access to a pre-made presentation that includes speaker notes. This will be an internal tool stored in Collaborate.

- b. Robbie Sivak Memorial Scholarship Opportunity (Ken Mika) – Attachment 8

Ken Mika shared the opportunity to donate to the Robbie Sivak Memorial Scholarship presented by the ASCE Southwest Wisconsin branch.

Jared Wendt moved to sponsor the 2020 Robbie Sivak Memorial Scholarship this year at the Visionary level for \$500. Jennifer Schaff seconded the motion. All in favor, none opposed; motion passed unanimously.

Martin Hanson will notify the Southwest branch that they should complete the Section's funding reimbursement request form.

#### 6. Reports (provided as information only)

- a. Branch Reports

- i. Fox River Valley (Ryan Trzinski)
- ii. Northwest (Corona Woychik)

Andrew Walters provided that the Northwest Branch BOD has had minimal activity the past few months. Due to the location and composition of the Northwest Branch, meetings have low attendance and the same Board Members rotate existing roles.

Andrew will continue working to convene the full or partial board.

- iii. Southeast (Kyle Bareither) – Attachment 9

Kyle Bareither relayed that the Southeast Branch board and YMG are very active, and recent virtual meetings have been well attended. Virtual mentorship opportunities are being created for students.

- iv. Southwest (Ann Thielmann)

Ann Thielmann provided that the Branch will be considering platforms to start hosting their technical meetings virtually. The Southwest Branch is currently having their elections.

- b. Conference Committees

- i. 2020 Annual Meeting (Southeast Branch – Nick Bobinski and Tony Castle)

**Kyle Bareither provided that the Southeast Branch anticipates a very successful meeting tomorrow.**

- ii. 2021 Spring Technical Conference (Fox River Valley Branch – Matt Dahlem)
- iii. 2021 Annual Meeting (Northwest Branch)
- iv. 2022 Spring Technical Conference (Southeast Branch)
- c. Standing Committees
  - i. Awards (Darrell Berry)
  - ii. Budget and Finance (Carl Sutter)
  - iii. Panel of Directors-at-Large (Jared Wendt)
  - iv. Membership (Jennifer Schaff)
  - v. Nominations (Jared Wendt)
  - vi. Public Affairs (Gregory Schroeder)  
**Greg Schroeder provided an update. He will consider content that relates to the recent Report Card release for future publications.**
  - vii. Report Card Committee Discussion (Jennifer Schaff / Ken Mika)
  - viii. Yearbook (Larry Buechel)  
**Larry Buechel relayed that the Yearbook will be distributed next week.**
- d. Technical Committees/Institute Chapters
  - i. Construction Institute Chapter (Brian Udovich)
  - ii. Environmental & Water Resources Institute Chapter (Laura Gerold/Mark Augustine)
  - iii. Geo-Institute Chapter (Emil Bautista)
  - iv. Management (Harry Farchmin)
  - v. Structures (Robert Schumacher)
  - vi. Transportation & Development Institute Chapter (Ken Swanson)
  - e. Administrative Management (Jill Miller)

7. Schedule Next Meeting/Relevant Dates

Date	Meeting - Branch Host	Time	Location
September 18, 2020	Annual Meeting	--	Virtual
November 18, 2020	Board Meeting – Northwest Branch	3:00 – 5:00 PM	TBD
January 15, 2021	Board Meeting – Southeast Branch	3:00 – 5:00 PM	TBD
March, 2021	Board Meeting - before Spring Technical Conference – Fox River Valley Branch	3:00 – 5:00 PM	Blue Harbor Resort (725 Blue Harbor Dr, Sheboygan, WI 53081) or other location in Sheboygan
March, 2021	Spring Technical Conference	--	Blue Harbor Resort (725 Blue Harbor Dr, Sheboygan, WI 53081)
May 19, 2021	Board Meeting – Southwest Branch	3:00 – 5:00 PM	TBD
July 14, 2021	Board Meeting – Fox River Valley	3:00 – 5:00 PM	TBD
July 22-24, 2021	Multi-Region Leadership Conference - Regions 3/6/7	---	Denver, CO
August 26-28, 2021	Region 3 Assembly		Cleveland, OH
September 2021	Presidents and Governors Forum	--	Reston, VA
September 2021	Board Meeting – before Annual Meeting – Northwest Branch	3:00 – 5:00 PM	TBD
September 2021	Annual Meeting – Northwest Branch	--	TBD

8. Adjourn

**Jared Wendt** moved to adjourn the meeting at 4:38. All in favor, none opposed; motion passed unanimously.